

Notes

WAIS, Inc.

STAFF MEETING AGENDA

August 8, 1994

I. Weekly Business Reports

- A. Sales report
- B. Human Resources/Administration report
- C. Accounts Receivables report
- D. Product Development report
- E. Services Development report

II. Meeting Objective

Recruiting for the WAIS Inc. Team

III. Issues for the Week

- A. Dia - Safety/legal/comfort issues regarding 3rd floor office space.
- B. Bruce - SIGNIDR report

Sum Program - like Sun Site - next wk's agenda

IV. Summary

5) Client Toolkit

8/1/94 Staff Meeting Minutes

new → Multi-Database searching

4) KB 0 - for user manual

Aug. 26 release: DTIC

Development:
range searching

1) DJ Beta → Alpha
on-going

2) Ranger - working
cleanup

3) Automatic testing
Suites

HR/Admin.

1 interview

refine headhunters

assessment of resumes we have

on-going

close books

sent to acct.

database - all input
2 interviewers < will

Engineer Mtg 4 Dis
- Job description

Services:

EB source code from EB will be delivered done - Harry

happy - Scholastic proposal response in / maintenance contract

DJ will have schedule

DJ service will be up on dv.wais.net

DJ service on our machine

DJ logs

Seybold outline - done

{ CMP
Renters
Donnelly } going well

Server - down - fixed in 1-week

Intel - more consulting

move w/m 2 wks

phones "in
desks on-the way
move down boxes
ladders

Wablfly ✓
accessible - over SD only

mtg. room
equipment:
projector
white board
furniture

SIGN/RR - 420 app.

Whitehouse server web page

FARS - webbase

Dia - List Maintenance